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The Environmental Protection Agency (EPA), Office of Air and Radiation, Climate Protection Partnership Division, Methane and Sequestration Branch is conducting market research to seek qualified **SMALL BUSINESS SOURCES** to support its mission to achieve reductions of greenhouse gas emissions through voluntary pollution prevention programs. Qualified sources will have experience in or be capable of assisting in development of programs that promote cost effective methane reduction opportunities, including emission reduction technologies and management practices and developing win-win partnerships with major methane-emitting industries, including the coal, waste management, agricultural, and natural gas industries, as well as experience in technical and economic analyses related to the role of methane and other non-CO2 GHGs in climate change, including development of emissions inventories and mitigation cost analyses .

To be considered as qualified, small business sources shall clearly demonstrate experience and capability in the following critical work areas:

## **I. MAJOR WORK AREAS**

**A. Methane.** This work area covers all of the activities related to the EPA's voluntary methane emission reduction programs. Each program area is discussed below.

- *Coal Mining.* This work area focuses on encouraging coal mines to recover and use or oxidize methane that is otherwise wasted during the process of mining. EPA's Coalbed Methane Outreach Program is working with the coal industry and others to identify and remove obstacles to investments in methane recovery and to raise awareness of opportunities for profitable investments.
- *Natural Gas.* This work area focuses on reducing methane emissions from all segments of the natural gas industry. It includes the Natural Gas STAR Program, which is a voluntary government/industry partnership that encourages natural gas companies to adopt cost-effective "best management practices" that can profitably reduce methane emissions.
- *Landfilling of Wastes.* This work area focuses on encouraging municipal solid waste landfills to collect and use the methane generated during the decomposition of waste. It includes the Landfill Methane Outreach Program, which works with state, local, utility and industry allies to foster profitable project development.
- *Livestock Manure Management Systems.* This work area seeks to reduce methane emissions from livestock manure management systems by promoting on-farm methane recovery and energy use. It includes the AgSTAR Program, which is a

voluntary partnership with hog and dairy farmers to install methane recovery technology on their waste management systems.

- *Other.* This work area focuses on methane sources such as ruminant livestock digestive systems, waste water treatment, rice cultivation and others to include the full range of natural and anthropogenic methane sources.

**B. Carbon sequestration.** This work area focuses on the potential for agriculture and forestry activities to reduce greenhouse gas emissions and to sequester carbon in the U.S., and in major developed and developing countries.

**C. Economic Analysis and Emissions Modeling.** This work area focuses on the appropriate modeling of greenhouse gas emissions and carbon sequestration for emission inventories and forecasts. In addition, economic analyses through various types of modeling platforms—sectoral and source-specific, national, and international—are included.

**D. Greenhouse Gas Emission Inventories.** This work area encompasses all activities related to the development and calculation of national and international inventories of emissions of greenhouse gasses and sinks.

**E. Atmospheric chemistry.** This work area focuses on the science of the greenhouse effect and the atmospheric issues related to various emission levels and future scenarios.

**F. Other greenhouse gases.** This work area encompasses the full range of other greenhouse gas emissions and options for reducing them.

## **II. TECHNICAL & ANALYTICAL WORK**

**A. Measurement Programs:** State experience or capability in undertaking measurement programs of various emission sources to establish overall levels of emissions and the effectiveness of various mitigation options, and to address areas of scientific uncertainty related to emission factors and key variables which affect emission levels.

**B. Technological Evaluations:** State experience or capability in evaluating the technical feasibility of emission reduction and sequestration options to be implemented by program participants or prospects on a general or site-specific basis. Evaluating the impact of technical issues related to project implementation, such as workability, sustainability, risk and other relevant issues on a project's feasibility.

**C. Economic and Financial Evaluations:** State experience or capability in developing economic and financial feasibility evaluations for emission reduction and sequestration options to be implemented by program participants or prospects on a general or site-specific basis. Evaluating program, policy, or project economics and financial requirements. Also evaluating the impact of such factors as potential trends in energy or other commodity or land prices, access to investment capital, trends in interest rates, tax rates, and economic/financial risks on a project or program's feasibility.

**D. Market Evaluations:** State experience or capability in evaluating market conditions for technologies and techniques that can reduce emissions or enhance sequestration of greenhouse gases. State experience or capability in evaluate potential markets for methane, carbon, and nitrous oxide gases recovered from various sources, energy efficient equipment, or other technologies and practices of interest in the reduction or avoided emissions of greenhouse gases.

## **III. LOGISTICAL TASKS**

State experience or capability in performing the following activities:

**A. Technical Workshops.** Convening experts to provide “state of knowledge” summaries on topic related the major work areas.

**B. Outreach Meetings.** Coordinating public forum for dialogue on EPA’s various programs and related topics covered in the major work areas.

**C. Recognition Events:** Honoring organizations or individuals, both public and private, for their participation in the programs relating to the major work areas.

**D. Training Programs:** Training participants in specific aspects of EPA programs covered in the major work areas, as well as in the assessment of program applicability in various parts of the US or internationally, including assessments of emission levels and cost-benefit and other analyses of program attractiveness.

#### **IV. OUTREACH ACTIVITIES**

State experience or capability in performing the following activities:

**A. Preparation of Informational and Educational Materials:** Developing informational brochures and other materials for dissemination to the public at large or specific technical groups in the U.S. and elsewhere. These activities can include translation to and from foreign languages if required in specific work assignments.

**B. Preparation of Graphics and Audio-Visuals:** Developing graphics and audio-visual materials for briefings, meetings, workshops, and public presentations, or for general information dissemination, include drafting of figures, composition and production of 35 mm slides or view graphs, posters, charts, or computer briefing programs with animation, and translation.

**C. Preparation of Electronic Bulletin Boards, Web Pages and Internet Systems:** Developing electronic bulletin boards, Web pages and/or other similar functions on the Internet for general information dissemination, including computer design and programming; development of various enhancements including hot-links to other similar materials, e-mail links to EPA, and document download.

**D. CD-ROM and/or Other Interactive Computer Systems:** Developing CD-ROM or other interactive computer systems to convey key general or technical information about program areas covered in the major work areas.

**E. Videos:** Developing videotapes for the general public or more technical audiences on programs and/or technologies covered in the major work areas, including concept development; scripting; preparation of story boards; filming and editing; and other activities necessary to prepare and distribute high-quality video products.

**F. Public Recognition Materials and Advertisements:** Developing high-quality public recognition materials and advertisements suitable for placement in EPA documents, conference proceedings, trade journals, or other similar materials. These activities include creation, design, layout, and production of such materials.

**G. Posters and Trade-Show Booth Materials:** Providing posters, computer demonstrations, or other materials for display in booths or on tables at trade shows for the program areas covered in the major work areas.

**H. Clearinghouses:** Providing coordination for methane mitigation clearinghouses which serve to link U.S. companies, academic institutions and government organizations for the development of methane mitigation programs internationally.

## **V. ANALYTICAL MODELING AND DATABASE ACTIVITIES**

State experience or capability in validating and run mathematical models that can be used to analyze physical-chemical processes, simulate biological responses, analyze economic systems and assess options for mitigation, adaptation, or other strategies. In addition, the contractor shall review models developed by others and analyze results in terms of accuracy of assumptions and quality of analysis.

**A. Emissions Modeling:** Identifying past, current and future emissions levels, on a global, regional, national, local or site-specific basis.

**B. Economic Modeling of Emission Mitigation:** Cataloging and evaluating the applicability of available and emerging technologies to cost-effectively reduce emissions from various sources.

**C. Integrated Assessment, Climate, and Atmospheric Modeling:** Modeling the atmospheric impacts of various emissions scenarios and the atmospheric interactions of various gases in conjunction with the economic impacts of mitigation.

## **VI. SITE-SPECIFIC FEASIBILITY AND ENGINEERING**

State experience or capability to conduct site-specific feasibility and engineering work on greenhouse gas reduction opportunities being promoted by programs under the major work areas. Specifically, evaluation of site-specific conditions related to various emissions or avoided emissions and sequestration of greenhouse gases and identify sites with strong potential to cost-effectively reduce emissions. Also evaluating the applicability of common technologies and techniques under different conditions and analyzing the potential to adapt existing technologies at specific sites and assessing the applicability of available technologies and techniques for maximizing emission reductions. .

The applicable NAICS Code for this effort is 541620 with a size standard of not greater than \$5 million in average annual gross receipts for the preceding 3 years.

SMALL BUSINESS firms possessing the capability to perform the requested work in its entirety are invited to submit a summary of their capabilities which should include: (1) evidence of past experience providing same or similar services and clearly addressing the critical work areas described above, including a list of the companies and facilities that they have worked with and the approximate value of the work under previous contracts (2) key personnel qualifications; and (3) statement to the fact that they are a small business, small disadvantaged business or small woman-owned business. **Only written response less than 15 pages** (exclusive of pamphlets and brochures) **will be accepted.** The information will be used to enable this office to develop acquisition strategy for this support. Should a contract result, the contractor shall be responsible for providing all necessary facilities, equipment, materials and related administrative support, and qualified personnel. Prospective sources are notified that the Government will not be responsible for proprietary information that is submitted as a result of this Sources Sought Announcement. This announcement is for the informational and planning purposes only, and does not constitute an Invitation For Bid, or Request For Proposal. Nothing in this notice shall be construed as a commitment by the Government. Responses shall be mailed to the following address: U.S. EPA, Office Acquisition Management, HPOD, ATTN:

Rosita Robinson, 1300 Pennsylvania Ave. N.W., 7th floor, mail code 3803R,  
Washington, D.C. 20003. Capability statements shall be submitted by March 21, 2002.